

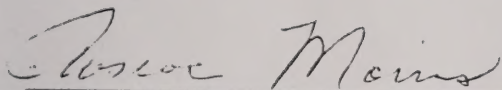
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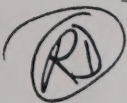
MEMORANDUM OF AGREEMENT

The Office of Personnel Management agrees to supervise and monitor the services to be provided by Marion A. Brink of M. B. Associates. It further agrees to submit to the B.R.A. board, on a bi-monthly basis, an invoice for payment of services. The B.R.A. agrees to reimburse Ms. Brink, for Employee Assistance Services, in an amount up to \$17,500.

The following is the scope of services that Ms. Brink will provide to the Office of Personnel Managements E.A.P. program.

- o To promote the benefits of the City of Boston E.A.P. program to supervisors and employees of the City of Boston and the Boston Redevelopment Authority.
- o To provide a forum within which to examine attitudes and experiences regarding chemical dependency.
- o To teach supervisors how to identify people in the workplace affected by alcohol and/or drug use.
- o To educate all personnel on how to use the E.A.P. most effectively.
- o To promote, through education and outreach , more extensive use of the E.A.P. program by other City departments.
- o To provide individual counseling services for women clients.



 Roscoe Morris
Director
Office of Personnel Management

Ted Chandler
Acting Director
Boston Redevelopment Authority

June 26, 1992

MEMORANDUM

July 14, 1992

TO: BOSTON REDEVELOPMENT AUTHORITY and
THEODORE S. CHANDLER, ACTING DIRECTOR

FROM: JOSEPH J. NOONAN, ASSISTANT DIRECTOR FOR
ADMINISTRATION AND FINANCE and
BERNICE MCLENNAN, DIRECTOR OF HUMAN RESOURCES

SUBJECT: MEMORANDUM OF AGREEMENT
CITY OF BOSTON OFFICE OF PERSONNEL MANAGEMENT
M.B. ASSOCIATES

The City of Boston Employee Assistance Program benefits BRA employees as well as City of Boston employees.

In May of 1991, the BRA entered into a 12-month professional services contract with M.B. Associates. The contractor assisted this EAP Program particularly with regard to women. A Request for Proposal for a similar contract was again advertised for May 1992. No proposals were submitted.

The City of Boston Office of Personnel Management will contract with M.B. Associates to continue this work.

The following vote requests authorization to enter into a Memorandum of Agreement with the City wherein the BRA will reimburse M.B. Associates one-half of the \$35,000 contract, or \$17,500.

VOTED: To approve and authorize the Acting Director to enter into a Memorandum of Agreement with the City of Boston Office of Personnel Management to provide reimbursement to M.B. Associates for EAP services in an amount not to exceed \$17,500; said memorandum of Agreement to be substantially in accord with the attached document.

Personnel #7 - Memorandum of Agreement - M.B. Associates - July
14, 1992